

## END USER WORKBOOK— IMMUNIZATION OVERVIEW

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# IMMUNIZATION OVERVIEW

**Note:** For information about patient safety, refer to the Patient Safety Advisory Letter, available on the [my.eclinicalworks.com](http://my.eclinicalworks.com) Customer Portal.

## Immunization and Injections

Enter Vaccine Lot Numbers, and link the vaccine to an immunization prior to using Immunization feature.

### Entering Vaccine Lot Number

**Path:** *Menu > EMR tab > Immunization & Therapeutic Injections > Vaccine Lot Numbers*

**To enter Vaccine Lot Number:**

1. From the Vaccine Lot number window, click the *New* button.

The Lot Numbers window displays:

The screenshot shows two overlapping windows from the eClinicalWorks system. The top window, titled 'Lot Numbers', displays a table of existing vaccine lots. The bottom window, titled 'Lot Numbers - Add/Edit Lot Numbers', shows the form for adding a new lot.

Lot Number	Vaccine Name	Lot Type	Expiry Date	Dosage	Dosage Left
85274		Govt(VFC)	2016-10-29	4 ml	3
85967		Unknown	2016-12-29	10 J	4

The 'Add/Edit Lot Numbers' form includes the following fields:

- Lot Number: 8547
- Manufacturer: [Empty]
- Expiry Date: 12/28/2016
- VIS Date: 03/31/2016
- Dosage: 10
- No of Doses: 8
- Doses Remaining: 4
- Route of Admin: Intramuscular
- Facility: Westborough Hospital
- Lot Type: Govt Supplied (Non VFC)
- NDC Code: [Empty]
- Immunization: Biotulinum antitoxin, equir route

2. Enter the *Lot Number, Manufacturer, Expiration Date, etc.*
3. Click *Add* next to Immunization, and link the vaccine with an Immunization.

**Note:** *Do not add NDC code for Immunizations, only add for Therapeutic Injections.*

## Ordering and Administering Immunization

**Path:** *Progress Notes > Immunization > Immunization tab*

Provider can order the vaccine and change the status to *Clinician*. The patient name displays in green color after the immunization has been ordered. The clinician may check the patient in to a room to administer the immunization.

### To order an immunization:

1. From the Immunization window, select the immunization from the list.

**OR**

Click *Add* to search for and add a different immunization.

The immunization displays in the right pane.

2. Close the Immunization window.
3. To access the Office Visit window, click the *S* quick launch button.
4. Check the box next to the patient's name, and click *Check In/Out button*.
5. Change the status to *Clinician*.

### To administer an immunization:

1. Check the patient in to an examination room.
2. In the Immunization window, update the *Given By*, *Dosage Details*, *Location*, etc.

The field names selected become mandatory for that status:

CMVIG (Cytomegalovirus immune globulin), human, for IV use

☐ Vaccination given in the past

Visit Date	2016-03-30 CCMR (Chr)	Status	Administered
Dose		Reason	
Dose Number	2	Given By *	Lebart
Lot Number		Given Date/Time *	03/30/2016 06:17 AM
Route		Manufacturer	
Location		VFC	
Exp. Date		Date on VIS	
VIS Given Date	03/30/2016		

## Displaying the Immunization Schedule

**Path:** *Progress Notes > Immunization > Immunization Schedule*

Imm Series	Dose 1	Dose 2	Dose 3	Dose 4	Dose 5	Dose 6	Add	Forecast
DTP 3 shots	03/30/2016 37 Y DTaP	03/30/2016 37 Y DTaP	03/30/2016 37 Y DTaP				Add	04/27/2016 Future Recommend...
MMR 3 shots	03/30/2016 37 Y MMR	03/30/2016 37 Y MMR	03/30/2016 37 Y MMR				Add	04/27/2016 Future Recommend...
HPV 0 shots							Add	Not Recommended

The following table describes the information available in this window:

Imm.Columns	Action
<b>Immunization Series</b>	Review the name and number of doses administered
<b>Dose</b>	Click <i>Add</i> , and enter details of the dose in the Immunization Details window. Can add up to Dose 7. The Immunization Details window displays only those immunizations that are related to the Immunization Series, based on CVX codes.
<b>Forecast</b>	Review pending immunizations and the due date.

# APPENDIX A: NOTICES

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